

City of Frisco PY 2007 Action Plan

Executive Summary

The PY2005-2009 (FY2006-2010) Consolidated Plan and corresponding documents such as the Social Service Needs Assessment was the City's first comprehensive review of the housing and community development needs of low and moderate income households in the City. The goal of this work is determine the best ways to invest Community Development Block Grant resources over the next 5 years. This is the third year action plan under the 5 year Consolidated plan. The City will continue to use CDBG resources to meet the needs illuminated by the data and to address the corresponding goals and objectives the City has set forth for through PY2009.

Objectives and Outcomes for Year 3

In this third year action plan, the City choose to focus on broad areas of support for social service organizations, continue support for developing affordable housing opportunities, through the enhancement of programs and public facilities in lower income neighborhoods and finally to enhance homeownership opportunities with additional down payment assistance funds.

Past Performance

The City of Frisco is in the process of completing its second year of funding under the CDBG Program. In the first year of funding, the City spent approximately \$55,000 of its \$230,040 PY2005 allocation. In the second year, anticipate spending approximately \$70,000 of PY2006 allocation and \$72,394.12 of the remaining FY2005 allocation. The City of Frisco anticipates approximately \$257,149.62 in carryover funds will be available to continue activities in PY2007.

Citizen Participation and Consultation Summary – Page 6 of the Action Plan

Resources and Objectives – 24 CFR 91.220(c)

According to a letter received by Mayor E. Michael Simpson on January 16, 2007, the City expects to receive \$244,244 in CDBG funds to be addressed in this third year action plan.

In addition, the City of Frisco Housing Trust Fund anticipates continuing to utilize the \$100,000 to support the Housing Goals and Objectives of the PY2007 Action Plan, specifically to fund Down Payment Assistance to low and moderate income households who work within the City Limits of Frisco. These funds will be used and matching funds to the City of Frisco CDBG Funds (\$35,000) which were set aside in PY2006 for Down Payment Assistance. Under this Down Payment Assistance program, low income households who meet the program qualifications will be eligible for up to \$10,000 in Down Payment Assistance, with \$5,000 coming from CDBG funds and \$5,000 coming from Housing Trust Funds. The City will also provide approximately \$16,500 to fund a portion of CDBG staff salaries.

Finally, matching resources from non-profit recipients are anticipated to total \$285,115. These matching resources are further outlined in the individual listing of projects, Table 3C.

Activities – 24 CFR 91.220(d)

The following is a list of proposed activities for the PY2007 CDBG Funding:

Public Service Funding Recommendations – by law, the City of Frisco can only use 15% of its CDBG funding for public services. In PY 2007, this amount will total \$36,636.

24 CFR 201(e)

Frisco Family Services Center -- \$25,636

To partially fund the salary of a Bilingual Social Worker to support the FFSC BASIC program.

Collin County Committee on Aging -- \$6,000

To partially fund the salary of the part-time site manager of the Friendship Café at the Frisco Senior Center and to coordinate Frisco Home Delivered Meals.

Hope's Door -- \$2,000

To provide emergency hotel shelter when the Emergency Shelter is full and rent and utility costs of the program office that provide Victim Outreach and Community Education services in the City of Frisco.

Samaritan Inn -- \$3,000

To partially fund the salary and benefits of the designated Frisco resident Case Manager.

Capital Expenses Funding

North Collin County Habitat for Humanity -- \$98,759

24 CFR 570.201(a)

Acquisition of one - two lots in the City of Frisco to build Habitat home(s) for a very-low income Frisco family.

Boys and Girls Clubs of Collin County - \$60,000

To perform general renovations in the vacated Frisco Municipal Complex in order to combine three Boys and Girls Clubs Programs that will serve Frisco youth.

Administrative Costs – The City of Frisco will use up to 20% of their CDBG entitlement (or \$48,849) for the purpose of offsetting administrative costs of the CDBG program.

It is estimated that all of the above activities will be completed by September 30, 2008.

The City also estimates that approximately \$257,149.62 will remain in carryover funding prior year funds

Reallocation of Prior Year Funds

PY2005 Administration Funds

The Community Development Block Grant Funds (CDBG) allow for 20% of the grant to be used for Grant Administration. The total allocation for the 2005 CDBG grant year was \$230,040.

The amount of Grant Administration funds available was \$46,008. Only \$4,854.56 of the allowable Administration funds were expended leaving a balance of \$41,153.44. The Housing

Trust Fund Board and the City Council have reallocated \$41,153.44 to the City of Frisco Housing Rehabilitation Program.

Collin Intervention to Youth

Collin Intervention to Youth, Inc has repaid PY2005 funds of \$6,000 due to the lack of client income determination data. Their allocation of \$6,000 has been reallocated by the Housing Trust Fund Board and City Council to the City of Frisco Housing Rehabilitation Program.

Oak Street Community Center

Final plans have not been made for the future of the Oak Street Community Center. With the future unknown for this project, the \$82,657 has been reallocated by the Housing Trust Fund Board and City Council to the City of Frisco Housing Rehabilitation Program.

Total funds to be reallocated are \$129,810.44. The Housing Trust Fund Board recommended that these funds be reallocated to the City of Frisco Housing Rehabilitation Program. This recommendation was published with a comment period of 15 days. Public hearings were held on June 20th and July 11th. No public comments were received and the Housing Trust Fund Board recommended this reallocation to Frisco City Council. The Frisco City Council approved the reallocation of \$129,810.44 to the City of Frisco Housing Rehabilitation Program.

Outcomes – 24 CFR 91.220(e)

Outcomes and Performance Measures for each of the above PY2007 activities can be found in Table 3A.

Objective: *Suitable Living Environment*

Outcome: *Availability/Accessibility*

SL-1.1 *Improve the availability of a suitable living environment by expanding social service support capacity to low and moderate income residents of the City of Frisco.*

Low-moderate income persons will have access to the following services for the purpose of creating a suitable living environment: food, emergency financial assistance, clothing, gasoline vouchers, and educational programs.

- In PY 2007, 1331 low-moderate income persons will have access to services for the purpose of creating a suitable living environment.

SL-1.2 *Improve the accessibility of a suitable living environment by providing support services to low and moderate income seniors.*

Elderly persons will have access to services which may include feeding programs, and transportation for the purpose of enhancement of a suitable living environment.

- In PY 2007, it is projected that 80 low-income elderly seniors will be provided a weekday meal for a total of 7,000 meals.

SL-1.4 *Improve the accessibility of a suitable living environment by providing services to minimize the impact of domestic violence*

Abused women and children will have access to services which may include case management, referral, homeless shelter, emergency hotel shelter and counseling for the purpose of enhancement of a suitable living environment.

- In PY 2007, 40 abused women or children will have access to services for the purpose of enhancement of a suitable living environment.

SL-1.5 *Improve the availability of a suitable living environment by providing access to homeless services and shelters*

Persons will have access to improved or newly developed services through the provision of funds to shelters and homeless service providers for the purpose of providing a suitable living environment.

- In PY 2007, 40 persons will have access to improved or newly developed services through the provision of funds to shelters and homeless service providers for the purpose of providing a suitable living environment.

SL-1.6 *Improve the accessibility of a suitable living environment by providing education, sports and recreation programs, leadership development and other support services to low and moderate income youth in Frisco.*

Youth will have access to services for the purpose of creating a suitable living environment.

- In PY 2007, 275 youth will have access to services for the purpose of creating a suitable living environment.

Objective: *Decent Housing*

Outcome: *Affordability*

DH-2.1 *Address the need for affordable decent housing by assisting with the acquisition of property to construct housing for low-income Frisco families.*

Affordable housing units will be created for the purpose of creating decent affordable housing for low-moderate income persons.

- In PY 2007, 2 affordable housing units will be created for the purpose of creating decent affordable housing for low-moderate income persons.

Objective: *Decent Housing*

Outcome: *Sustainability*

DH-3.1 *Address the need for sustainable decent housing by assisting with the rehabilitation of properties that are owner-occupied by low-income Frisco Families.*

Households will have access to home repair services for the purpose of providing decent housing.

- In PY 2007, 6 households will be provided access to home repair services for the purpose of providing decent housing.

Geographic Distributions – 24 CFR 91.220(f)

Based on Frisco's upper quartile calculation for low-mod census tracts, there are 5 qualifying tracts which have a low-mod population in excess of 38.4% of the census tract. These include:

- *Area 1:* Northwest Frisco from Dallas Tollway to FM 423, south of Highway 380 and north of the creek.
- *Area 2:* The Stonebrook/Preston North Estate area – South of Main, west of Preston, east of Parkwood and north of Lebanon Road. This also encompasses the Trailer Park area at Lebanon and Preston. This captures a portion of the downtown area, from Main St. South and from Parkwood/5th Street East. This track contains 216 units of tax credit housing that were built in the late 90's.
- *Area 3:* The Hackberry Area – North of Lebanon, West of 423 and South of Main to the city border.
- *Area 4:* Frisco Square/Stadium area -- From the Dallas Parkway, South of Eldorado Parkway, to Frisco Street, to North County Road, to Main St. Bordered on the west by 5th street from Main South to the entrance to Exide, returning to the Dallas Parkway and bordered in the south by Stonebrook to the Railroad.
- *Area 5:* The Stonebriar Creek Estates Area – North of 121, West of the Collin County line, East of the Railroad and South of the creek.

In addition, to the tracts identified by the Census data as predominately low and moderate income, the City of Frisco intends to focus on two additional target neighborhoods which were not reflected as low and moderate income in the 2000 Census, but currently have a significant population of lower income households. It is envisioned that these two areas, along with Area 2 will be the City's primary areas for investment of CDBG resources due to the high concentration of low and moderate income households in these areas as well as a higher concentration of minority (predominately hispanic) households.

- *Area 6:* The historic downtown area, defined by the Old Town Zoning designation, which includes all of the City's public housing units; and
- *Area 7:* Preston Trace area north of the municipal complex to the Preston Manor subdivision (including the old municipal complex).

In this third year action plan, all of the proposed activities will be conducted by directly serving low and moderate income individuals or families (LM Benefit Calculation). While we estimate approximately 60 to 80% of the households served resided within the above listed target areas (primarily Areas 2, 6 and 7), we do not plan to measure the use of those funds under the Area Median Benefit Calculation.

Estimated Households to be served with CDBG dollars in PY2007 who are living in target areas: 60-80%

Managing the Process – 24 CFR 91.200(b)

The City of Frisco is the Lead Agency for overseeing the development and implementation of the Consolidated Plan. The City worked closely with three large social service organizations providing services to low and moderate income households within the City of Frisco. These include:

- The Frisco Community Network, an umbrella organization whose members are direct social service providers in the community.
- The Frisco Housing Authority, the sole provider of low-income housing in the City of Frisco; and
- Frisco Family Services Center, the sole emergency services provider in the City limits of Frisco.

In conjunction with the development of the PY2005-2009 Consolidated Plan, the City of Frisco contracted with Frisco Community Network to conduct a social service needs assessment of the Frisco Community. In undertaking this assessment, FCN completed a comprehensive survey of and consultation with service providers and citizens to identify existing needs as well as gaps in the service delivery system. Survey responses were received from 37 service providers and 150 citizens which helped inform the development of this plan and specific goals and objectives.

In the first few years of the City of Frisco CDBG program, many of these organizations have worked closely together to implement the programs proposed for funding. For example, in PY 2005, the Frisco Housing Authority and the Boys and Girls Club partnered at the Preston Trace Apartments to reach both youth and adults with education and self-sufficiency programs. Frisco Family Services Center which already has a strong partnership with the Frisco Housing Authority added fuel to the FHA/Boys and Girls Club Partnership, but moving their Computer Learning Center resources to the Preston Trace Apartments. Each year (PY2005-2007), CDBG funds have been used to support FFSC in its ever expanding work with the hispanic population in the same neighborhoods by providing a bi-lingual social worker to further address the needs of these families.

Citizen Participation – 24 CFR 91.200(b)

As a new entitlement community, the City Council of Frisco, Texas appointed the City of Frisco Housing Trust Fund Board to serve as the Citizen Advisory Committee for the Community Development Block Grant Program (CDBG). In addition to making funding recommendations regarding the use of CDBG funding, the Housing Trust Fund Board is responsible for holding

public hearings and meetings to solicit input on the development of the Consolidated Plan in accordance with the adopted Citizen Participation Plan.

As part of this third year action plan, the City held a public hearing during the development of the PY 2007 Action Plan. While no comments were received during this public hearing or comment period, the City of Frisco CDBG program continues to work on comments received during the Consolidated Planning process such as looking at ways to collect additional information regarding the needs and the low income families served in the City of Frisco.

In addition the public hearing, the City of Frisco hosted an application workshop on May 7, 2007 for social service providers. Several organizations attended this meeting, which not only provided an overview of the application process for CDBG funding, but also gave these service providers an opportunity to provide input into the Action Plan process.

Finally, the City posted a 30 **day** comment period in the Frisco Enterprise. The plan was for public comment from June 4 to July 6, 2007.

Institutional Structure – 24 CFR 91.215(i)

The City of Frisco, as the lead agency administering the CDBG funds, will work closely with non-profit organizations such as Frisco Family Services; private sector organizations, such as banks, contractors and developers; and other government entities such as the Frisco Housing Authority to address the community needs outlined in this plan.

While Frisco is a city of almost 100,000 citizens, its fast growth (an increase of almost 300% since the 2000 census) has outpaced the social service providers' capacity to meet the needs of the residents. As a result, many of the service providers who serve Frisco residents are located outside of the City Limits of Frisco. One of the goals of this Consolidated Plan is to both strengthen the capacity of service providers within the City Limits of Frisco as well as to encourage and support opportunities for service providers in adjoining cities to provide services within the Frisco city limits. While the existing network of service providers works well together with regards to referrals and service coordination, the Social Service Needs Assessment also calls for additional effort with regards to a coordinated data collection and information gathering system that could help the network of service providers better understand how to more effectively serve the needs of Frisco residents.

With regards to the Frisco Housing Authority (FHA), there is a strong working relationship between the City and the Housing Authority. The City Manager has assigned a staff person to serve as City Liaison to the Housing Authority. This person attends Housing Authority meetings and works with the City to resolve any barriers the Housing Authority may have in achieving their mission of providing quality affordable housing and services. The mayor is responsible for appointing the Commissioners of the Housing Authority.

In PY2007, a major focus of the CDBG funds will be to refurbishing the 16,000 square foot municipal complex for use by the Boys and Girls Club of Collin County. The Frisco Branch of the BGCCC is at capacity in the 7800 square feet they are currently leasing and there are

approximately 400 children on the waiting list. This new facility, which will be provided to them for a minimal annual rent, is located in a lower income neighborhood which includes a Housing Authority property. Approximately, \$60,000 of PY2007 CDBG funds will be used to prepare this facility for long term use by the BGCCC.

Monitoring – 24 CFR 91.230

All subrecipients who receive City of Frisco CDBG funds receive a pre-grant training on reporting and funding requirements as well as under go a monitoring visit at least once during the funding year to assure that the use of CDBG is consistent with contractual commitments made in the subrecipient agreement and with overall CDBG program requirements.

The City of Frisco's Monitoring Program consists of reviewing documentation submitted with quarterly invoices, such as pay records, counseling logs and rent and utility receipts. These are reviewed and approved by the Housing Coordinator as well as Finance Staff responsible for grants compliance.

The second level of monitoring includes on-site visits to subrecipients upon completion of their grant to review specific client files and to discuss with the agency the specific accomplishments achieved as a result of the City of Frisco CDBG funding. In addition to onsite reviews of files, records and contracts, onsite inspections are also conducted during onsite monitoring.

Lead Based Paint – 24 CFR 91.215(g)

As stated in the 2005-2009 Consolidated Plan, the North Central Texas Council of Governments currently estimates the Housing Units in the City of Frisco as of January 2004 to be 25,724, of which only about 1227 units or about 5% of the current housing stock was built prior to 1978.

During the first year action plan, all homes funded with the City of Frisco Down Payment Assistance program funds were visually inspected for Lead-based paint prior to funding. Also, all CDBG funded housing rehabilitation will include a lead based paint assessment and/or inspection as required by 24 CFR Part 35. The owner-occupied housing rehabilitation program will continue into the third year CDBG program since program design and an approved list of contractors is still being finalized.

In the PY 2006 Action Plan, the City of Frisco set aside \$35,000 of CDBG funds to supplement the City of Frisco Downpayment Assistance program. The use of these funds will be subject to the HUD Environmental Regulations with regards to Lead-Based Paint.

Specific Housing Objectives – 24 CFR 91.215(b)

In this third year action plan, the City of Frisco plans to use CDBG and other state and local housing resources to focus on the following Consolidated Plan objectives:

- Objective 1: Preservation of existing affordable housing stock*
- *owner-occupied rehab programs in target areas; and*

- *in support of preserving existing affordable rental housing*

In the first year, the city committed \$115,232 in CDBG funds to support owner-occupied rehabilitation for low-income families. This program is still ongoing and will continue in the third year action plan. On July 17, 2007 the Frisco City Council reallocated \$129,810.44 to the owner-occupied housing rehabilitation program. Challenges have including finding contractors who are willing to complete the work under the Federal Guidelines.

Objective 2: Further development of workforce housing opportunities for Frisco's low and moderate income families

In October 2002, in the absence of CDBG funds and seeing the need to help its workforce acquire afford housing in the City; the City of Frisco committed \$600,000 from the City's general revenue to create a Housing Trust Fund. This fund is managed and administrated by the Housing Trust Fund Board which has created two down payment assistance programs targeting low-income workforce households as well as moderate income City and Frisco ISD employee households.

During the PY 2006 Action Plan year, the City of Frisco reserved \$35,000 in CDBG Funds with matching funds from the Housing Trust Fund to help qualified low income families reach homeownership in the City of Frisco. Under this Down Payment Assistance program, low income households who meet the program qualifications will be eligible for up to \$10,000 in Down Payment Assistance, with \$5,000 coming from CDBG funds and \$5,000 coming from Housing Trust Funds.

Finally, the City of Frisco plans to use \$98,759 in PY 2007 CDBG Funds to assist Habitat for Humanity with the purchase of a two lots in the City of Frisco to construct a home for a low-income Frisco family.

Objective 4: Support for expansion of the capacity of the Housing Authority to address a broad spectrum of housing issues for low and moderate income families.

Over the last 3 years, the Frisco Housing Authority has been making strong progress in the expansion of its capacity. In 2001, according to HUD, the Housing Authority was on the brink of "troubled" status. With a complete transition of both Board members and staff, the Housing Authority is now in full compliance with HUD regulations and is expanding its capacity with resident services and with acquisition and preservation of additional affordable housing units.

The City has been a strong partner in the Housing Authority's capacity building process. In addition to the provision of CDBG funding for both services and capital improvements to its housing sites, the City of Frisco Housing Trust Fund Board has also provide rehabilitation funding as a part of the revitalization of an aging low income housing property.

In the first year action plan, the City of Frisco supported the Housing Authority in the completion of the renovation of the 40-unit Preston Trace Apartments, using LIHTCs from the State. Using PY2005 CDBG funds, the City is investing \$34,000 to develop two public facilities

– a neighborhood playground and a wiring of high speed internet to the clubhouse and the housing units.

Public Housing Needs and Strategies -- 24 CFR 91.210

There are currently 20 units of Public Housing owned by the Frisco Housing Authority. In addition, as of October 2004, the Housing Authority has acquired an additional 40 units of housing under the Low Income Tax Credit (Preston Trace) and is currently rehabilitating the property to serve families at or below 50% of median income.

While the Public Housing units were built in 1961, they have been well maintained and have no significant rehabilitation needs beyond which the Housing Authority is able to provide with its Capital Fund Program (CFP) funding. Funding for the rehabilitation of the Preston Trace property is being provided through LIHTC funds and City of Frisco Housing Trust Fund resources.

Over the long term, the Housing Authority has discussed the ongoing uses of their existing 20 public housing units. These 20 units are located in a neighborhood which is in the midst of significant transition. New zoning requirements would allow modern, up to date units to be developed and the number of affordable units could be increased and potentially targeted at special needs groups, such as the elderly and/or disabled populations. Over the next five years, the Housing Authority, with support from the City may explore converting at least 10 of the 20 public housing units to vouchers so that the public housing units could be replaced and the inventory of low-income housing units could be expanded on the site.

Barriers to Affordable Housing – 91.210(e) and 91.215(f)

The City of Frisco has completed the Barriers to Affordable Housing Assessment which can be found in Exhibit 4 of the Consolidated Plan. The City of Frisco has been proactive in attempting to address barriers to affordable housing through the creation of a Housing Trust Fund in 2002. The resources of the fund are used to provide down payment assistance and subsidize rental housing for workforce housing households in the City of Frisco.

Specific Homeless Prevention Efforts

In this **third** year action plan, the City of Frisco plans to use CDBG and other state and local resources to focus on the following Consolidated Plan objectives:

Objective 1: Continue to support existing transitional homeless support services in the community.

Objective 2: Expand the capacity of support services, counseling programs and career development to insulate Frisco residents from homelessness.

In the PY2007 Action Plan year, the City of Frisco plans to invest \$36,636 to address support service needs. The Frisco City Council has approved the following public service funding recommendations.

Frisco Family Services Center -- \$25,636

To partially fund the salary of a Bilingual Social Worker to support the FFSC BASIC program.

Hope's Door -- \$2,000

To provide emergency hotel shelter when the Emergency Shelter is full and rent and utility costs of the program office that provide Victim Outreach and Community Education services in the City of Frisco.

Samaritan Inn -- \$3,000

To partially fund the salary and benefits of the designated Frisco resident Case Manager.

In addition to using CDBG funding to support social service organizations, the City of Frisco has been participating in the Homeward Bound Task Force, a homeless coalition working on a county-wide plan to end chronic homelessness in Collin County. This coalition comprised of cities and homeless service providers in Collin County developed *Homeward Bound: A Plan to End Chronic Homelessness*, in response to HUD's Continuum of Care Program.

In May 2005, the City of Frisco City Council adopted the Homeward Bound Plan by resolution and incorporated this plan as a part of the PY 2005-2009 Consolidated Plan.

In PY 2007, the City estimates funding programs that will approximately 80 homeless, non-homeless and special needs individuals with housing through provision of PY2007 CDBG funding to Hope's Door and Samaritan Inn.

Community Development

Objective 1: Focus on development of community facilities, public improvements, public services and economic development

- *In target areas*
- *Directly to low and moderate income families*

In PY2007 the City of Frisco proposes to use \$60,000 to refurbish a large City-owned Municipal Complex to serve as the new home to the Boys and Girls Club of Collin County.

Objective 3: Provide for infrastructure improvements in target areas that cannot easily be funded with other funding sources.

Objective 2: Support Public Services to the maximum allowable cap (15%)

The City of Frisco plans to invest its maximum allowable allocation in support of public services reaching Frisco residents.

Antipoverty Strategy – 24 CFR 91.215(e)

The City has two strong service agencies which are actively working on poverty issues – Frisco Family Services Center and the Frisco Housing Authority. Targeting families living in FHA housing units, the Frisco Housing Authority and Frisco Family Services Center have worked with partners such as the Frisco Library and Collin County Community College to provide both after school learning programs to lower income children as well as skill building and training for adults. The Frisco Housing Authority and Frisco Family Services Center currently has one computer learning center within a few blocks of the public housing units and FHA in conjunction with the Boys and Girls Club are working to establish a new high speed computer learning center as part of the revitalization project at the Preston Trace property. This new center will be an official Boys and Girls Club as well as provide expanded job training and educational services to adults on the Preston Trace site and in the surrounding community. While both centers meet the HUD Neighborhood Networks designation standards, to date the Frisco Housing Authority has been unsuccessful in their efforts to receive Neighborhood Networks funding from HUD.

Using the funds available through the CDBG program, the City envisions continuing to support programs that expand antipoverty programs for both lower income families as well as to families which may be threatened with poverty through homeless prevention strategies.

Non-Homeless Special Needs

Objective 2: Support, through public service funding, support services and programs for special needs populations

In the PY2007 Action Plan year, the City of Frisco plans to invest \$36,636 to address support service needs. The Frisco City Council has approved the following public service funding recommendations.

Frisco Family Services Center -- \$25,636

To partially fund the salary of a Bilingual Social Worker to support the FFSC BASIC program.

Collin County Committee on Aging -- \$6,000

To partially fund the salary of the part-time site manager of the Friendship Café at the Frisco Senior Center and to coordinate Frisco Home Delivered Meals.

Hope's Door -- \$2,000

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